

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1181 **TITLE:** DEPUTY INSPECTIONS DIRECTOR **GRADE:** S-32

DEFINITION:

Under general supervision of the Director of Inspections, in conformance with agency policies and procedures, to assist in planning, organizing, and managing the field inspection activities related to the control of County and private development; and to do related work as required.

TYPICAL TASKS:

Assists in planning, coordinating, and administering the enforcement of all County building, zoning, electrical, plumbing and gas codes;
Assists in coordinating the inspection and enforcement of the standards and specifications for site plan work, the installation of streets, storm and sanitary sewer systems;
Assigns and reviews the work of subordinates engaged in the inspection and enforcement activities;
Confers with engineers and contractors regarding design and construction problems;
Assists in coordinating the functions of the division with other divisions of the department and other County and State agencies;
Assists in providing for the necessary records of the division, including the monthly and annual report of its activities, and other reports as necessary;
Assists in compiling the division budget;
Participates in hearings and conferences.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of civil engineering principles and practices;
Knowledge of building materials and practices in the structural, plumbing, electrical, mechanical, street and road building, and public utilities field;
Knowledge of fire safety;
Knowledge of the basic building codes, the national plumbing code;
Knowledge of the Virginia State highway standards and specifications;
Knowledge of the County subdivision control ordinance, County sewer standards and specifications;
Ability to supervise a large inspection division;
Ability to maintain effective and courteous relations with the public and other County officials.

EMPLOYMENT STANDARDS:

Graduation from a four-year college or university and four years of inspection experience, one of which must have been in a supervisory capacity.